

MINUTES

Recreation Commission

City of Willoughby Hills

November 5, 2014

CALL TO ORDER: 7:08 pm
PRESENT: Dan Philipp, Chairman; Lynn Hallum, Vice-Chairman; Dee Germano, Gloria Majeski, Jeanette Nelson, Barbara Araps, Denise Edwards, Rec Coordinator.
ABSENT: Council Representative, John Plecnik; Joseph Jarmuszkiewicz.
ALSO PRESENT: Theresa Baptie, Clerk.

DISPOSITION OF MINUTES OF October 1, 2014 Amended changes are 1. The Vice Chairman is Lynn Hallum. 2. Under **Fall Craft Show**, Monica Ciszewski not Suzuki. 3. The 5th sentence under **Halloween Party** should read "Dan Philipp asked Denise if she has contacted Andrews-Osborne School re: utilizing them for the Halloween setup again this year. Their Day of Caring won't coincide this year due to the change in event date". 3. Under **Winterfest**, should be Fire Dept not first department. 4. Under **2015 Events**, change "working on her newsletter" to "working on the City Newsletter", also should be "see how things went" rather than "thing went". 5. Under **Public Portion**, the street name should be Marcum not Markum.

MOTION: Gloria Majeski moved that the Commission approve the minutes with amended changes.
Seconded by Dee Germano.
Roll call vote: 5 Ayes / 1 Nay; Jeanette Nelson abstains as she was not present at 10/1/14 meeting.
Motion passes 5/1.

CORRESPONDENCE

10/30/2014 Email from WH Recreation Department RE: Winterfest Meeting.
11/2/2014 Email from Dan Philipp RE: November Meeting.
11/4/2014 Email from Denise Edwards RE: October 2014 Community Center Reports.
11/4/2014 Email from Denise Edwards RE: 2014 Craft Show Recap.

Reports

Community Center Usage - Received from Denise Edwards on 11/4/2014.
Rec reports - Received from Denise Edwards on 11/4/2014.
460 Report - received from Frank Brichacek on 11/5/2014.

COUNCIL REPRESENTATIVE'S REPORT None.

RECREATION REPORT

Sports Programs. Basketball. Registration just closed on Monday, have quite a few children signed up. The Boys League will be getting together very soon to get all of that together. We did make arrangements for Willoughby Middle School and Edison for the practices and games. Joe Jarmuszkiewicz did not give Denise the updates for sports for the Boys League. It's posted and tickets are ready to be sold for the Boys League Fund Raiser which takes place Jan 31st The date has been adjusted so The News Letter has the wrong date, it's the day before Super Bowl.

Fall Craft Show. Final report approved by Frank Brichacek on 11/3/2014. Went very well, 86 sold. Thank you to Kyle Overmyer, Denise Reichelt, Russ Lamovec, Gloria Majeski for volunteering, helping the Vendor's set up. Dave Reichelt for doing the sound system. On Saturday thank you to Kyle, Denise Reichelt, Mayor Weger, Gloria Majeski, Brian; Jeanne & Shelia Kaston, Barb Araps, Rhiannan Edwards. They all helped and supported us in some way. We didn't have as many volunteers as we did last year, but we were able to offer for the Vendor's to take a break. Thank you to Service for allowing us to borrow the Gator, it helped alleviate frustration and parking problems and get the Vendors to and from the upper lot. Thank you to Joe Jarmus, Dan Philipp, Thank Tran Jake Harmond for helping tear down to get ready for the next event. New this year was the Raffle, all people coming in were given a sheet that not only served as a game piece but also helped people find the location of items they might want to purchase. Winner of the drawing, Nadine Ernst received a very nice basket that was donated and contained among other things a necklace. This year we made sure to send out a vendor's welcome letter that contained their free coupon and survey. Gloria made little thank you notes containing a mint with the saying: "You were mint to be in our show". Some surveys have come back about the show and amount of traffic. Only one so far that said they wouldn't be back next year, they marked everything as good or average so they didn't say it was poor or that there were any issues, they also didn't give a name. This year we purchased ad's in Today's Family Magazine- Lake County Edition. Last year we did do part of Cuyahoga but save a little bit. We only did Lake County this year. Last year's surveys gave us an idea of where people heard about us from, most of them said the News Herald. Last year The News Herald was free, this year we had to pay \$20.00. A special thank you to the Service Department for posting the signs around the city. Monica was back this year for the USO trying to raise money. This year along with collecting donations she sold raffle tickets for a Christmas basket, the winner was Dorothy Coso. Monica and her mother Laura (thank you) also handed out game pieces and did the count which was almost 900 people this year, last year the count was 737. There were 86 vendor spaces sold, total fee's \$3,440.00. Raffle total \$330.00, total income \$3,770.00. Expenses were Today's Family Magazine \$115.00, News Herald \$20.00, Vendor gifts \$14.98, Supplies \$25.98, Willoughby Hills Lions Club for complementary coffee for the vendors \$16.00, Total Expenses \$191.96. Income less expenses \$3,578.04 to be deposited into the 460 fund. Lynn Hallum asked for clarification re: Monica and her mother Laura collecting for their cause and doing the door count for us. Denise replied that due to lack of volunteers is why they were doing both and that when Kyle was freed up she took over for them. Next year it will be done differently. A change for next year and already in place for The Spring Craft Show is a change in time frame. Currently it is 10:00 am to 4:00 pm. and we have found that the last hour is pretty dead plus the Vendor's get antsy and start packing up. Also in the morning there are people waiting at the door to get in so it will be changed to 9:00 am to 3:00 pm. Normally we vote to move the money to the 460 but in Denise's budget meeting with Frank Brichacek today he moved it for us.

Halloween Party. Do not have a final report yet. Total kids this year was 147, last year about 156. Willoughby Hills Children was 72 vs 75 last year. Volunteers came through for us despite it being on a Friday this year instead of the usual Saturday. Thank you Mayor Weger, Frank, Dee and Michael Germano, Frank and Mary Cihula, Florine O'Ryan, Denise Reichelt, Eric and

Savanna Kubish, Devin and Rhiannan Edwards, Jeanne and Sheila Kaston, Abby, Linda Fulton, Cheryl Ota, Tom Majeski, Volunteer Groups; Kim Van Sickler and Michele Henderson's Girl Scout Troops, Debra Bryda's AFS Students and Willoughby Hills Service and Fire Departments. The weather held out, everything went great with the Hayride. Thank you again. Winners this year; Hayden Brown guessed 500 for the Candy Corn Count and it was actually 501. Pie Eating Contest was Devon Edwards. Coloring Contest; Kensington Shnyder 4 and under, 5 to 6 was Nathan Combs, 7 to 9 was Lina Parrum, 10 to 12 Anthony Mendez. Costume Contest; Cutest, Josh Garesec, Scariest, Ava Jones, Funniest, Liam Jacobs, Most Original, Shod Reese. Denise has been trying to take pictures at all the events to hopefully post so when we're having our fundraising people can see what goes on throughout the events. Denise was happy with the result of having it on a Friday, doesn't think we lost very many people by doing it on a Friday. Having it on a Saturday people are home so the lobby gets completely insane by 6:00 and people are all lined up, but on a Friday people are at work so it flowed a lot better. Next year is scheduled for a Friday again. Will move the table next year as we found people coming in from the Hayride were going in line and trying to skip the check-in. Right now the total expenses are \$967.09, income \$119.00 so \$848.09 total expenses. Have a budget of \$1500.00. The only reason it's not closed yet is as things get marked down this week if we find those big inflatables or anything that we can use that we get inexpensively, since there is a little bit left in the budget Denise would still like to do that and store them for next year. By the next meeting it will be closed out. Again thanks to Dan and Joe for clean-up. Dan Philipp attended and said he thought things went well and flowed well. Jeanette Nelson said she was glad that Friday worked out, it being different audiences, football being high school and little kids attending the Halloween Party and it's good for The Community Center.

Christmas Card Lane/Winter Fest. Getting all the renewals in right now we do have two new ones so hopefully the numbers will be the about same as last year. The Library need a new sign and were hoping to get someone to put one together for them so they're a little disappointed and send their apology's that they won't be able to do it this year. There is a Winterfest Meeting after this meeting with a lot of exciting things to report. We have been trying to get Willoughby South Band involved and there's always been a conflict with other events, but this year they are very excited to be on board. They won't be doing the Marching Band, doing the Symphonic (?) and Fred said there will possibly be 40 to 50 kids involved doing two different time frames, having a break in between. He said they all need service time so they would be happy to volunteer for the 45 minute intermission, before and after the event and everything else. It will be fabulous to have them. It is Sunday, December the 7th, starting at 5:00 pm at the Fire Department.

Breakfast with Santa. Is December 13th and we started registration on Monday, there are 10 people so far. Today all the flyers were dropped off at Edison thanks to Lisa Kubish. St. Francis posted theirs today on their Wednesday Newsletter. Will definitely need volunteers. It's going to be pre-register / pre-pay. Denise is going to check with Bob Evans and a couple of other places re: the pancake batter pricewise. Gloria has been working very hard on getting things together for Santa's Shop. Santa will definitely be there so we're in good shape. Barbara Araps told Gloria if she needs any help with wrapping she'll help her, Jeanette Nelson said she and Lexi will as well.

2015 Events. Spring Craft Show. Have already sent out the renewals this week for all the vendor's, this way it gives them the opportunity to get their spaces back. Right now there are 60 on the waiting list. Denise is giving them till February 1st, then will start calling down the list. Again the time frame has changed to 9:00 am to 3:00 pm.

Pancake Breakfast. Denise will be checking on these prices when she checks for Breakfast with Santa.

Art Gallery. This Friday 7-9:00 pm come out to check out the Art Gallery. John Davis and The Papas Family have put everything up this week and the reception is always nice.

COMMUNITY CENTER REPORT. This year \$5,485.00 vs \$5,250.00 last year. Rooms rented w/ fees is 54 this year and 54 last year, with the totals it shows you how those price changes can reflect the income. Right now we are at \$53,963.00, last year we were at \$52,780.00. April thru almost to the end of August just about every Saturday for The O’Ryan rooms is already gone. Look forward to a busy March, we have Pancake Breakfast, WH Lions Pancake Breakfast, and Craft Show and due to the early Easter we will have The Easter Party the last weekend.

460 FUND. The Unencumbranced Balance on November 3rd is \$37,358.81. Obviously does not reflect the Fall Craft Show because it was on November 3rd when the report was generated.

UNFINISHED BUSINESS.

Terry Baller re: Roemisch Complex Plan. Dan talked to Terry, he has been out of the country on a project the last 6 weeks. He has some of the plan started and hopes to finish with in the month so we can have it for Decembers meeting. Dan has heard that there have been some inquiries from people who have some input. Maybe we’ll gather a committee when we get the plan from Terry so residents and anybody who has any input can do so.

Corn Fest Partner w/ Recreation? Dan thinks it make sense for Recreation to partner with Corn Fest, from the stand point of being LLC Sanctioned and how the financial part can work out. Denise Edwards stated that Recreation has always been involved in it so she also agrees that it would be a really good idea. Just an example, we could take one of our events and put that money raised not only in the 460 Fund but donate a part for the Corn Fest. Gloria stated that there is money left in the Corn Fest Fund, but we do have to start raising funds. She thinks the vision was to do the 3 concerts again. The one event that Ray wanted to have at the West end of the town didn’t seem like that was something we would want to do again. There are just so many things that need to be handled, i.e. Portal Potty’s and Emergency Plans. It would be easier to have it on our own grounds. If the Ace Group, a Community Development Group that Lynn’s husband is a member, as well as a Council Member along with with Council President Somisch want to do something to have it on the other side of town, maybe we could provide some assistance in some way. That’s almost something the Merchants have to be on board with. Lynn Hallum agrees that it makes more sense. Dan suggested having something around the 4th Of July where we can do fireworks. The Corn Fest Committee will probably meet in January per Gloria. Lynn Hallum suggested that we should have a few Member of Recreation Committee become more officially involved with that Committee. Gloria went over a few things that the Corn Fest Committee has talked about planning.

Fall Ball Fast Pitch Girls? Heard nothing further from Joseph Jarmuszkiewicz, baseball is now over for the year, can be taken off Unfinished Business.

Change Meeting Night to First Tuesday. Since so many members cannot make it on a Tues right now, it will be kept the same day by default at least for now.

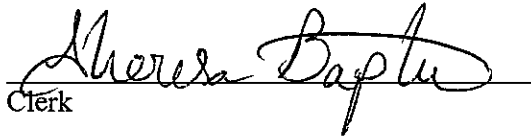
Back-up Trick-or-Treat Day? Dan suggested that this is something that can be left for next year now.

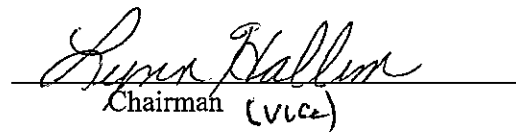
NEW BUSINESS: None.

PUBLIC PORTION: Open 8:00 p.m. Close 8:01: None.

ADJOURNMENT

Meeting adjourned at 8:02 p.m. by Chairman Phillip.


Clerk


Chairman (Vice)

Date approved: Jan. 7, 2015

11/14/TAB

Note: Meetings of the Recreation Commission are recorded and recordings are a public record.